

HOME CARE CONSULTANTS, LLC.

ORDER FORM

Customer Name _____ **Phone** _____

Company _____ **FAX** _____

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EDUCATION MANUALS

Topic	Price	√ To Order
Body Mechanics	100.00	
Boundaries: Personal and Professional	100.00	
Dementia	100.00	
8-Hour Dementia Training/Voice Over Power Point	400.00	
Diabetes	100.00	
Home Care Etiquette	100.00	
Home Care Etiquette: Residential Group Homes	100.00	
Hospice Care for Home Health Aides	100.00	
Infection Control	100.00	
Infectious Diseases	100.00	
Medication Administration for Home Health Aides	100.00	
Nutrition	100.00	
Observing, Reporting & Documenting	100.00	
Skin Care	100.00	
Working with Families	100.00	
Safety Series: Includes the following packets		
• Home Care Staff Safety	100.00	
• Home Safety	100.00	
• Food Safety	100.00	
• First Aid and Fall Protocols	100.00	
<i>Purchase all four at the discount price</i>	300.00	
Education of Reporting of Maltreatment of Vulnerable Adults/Minors & to the Bill of Rights	100.00	
HIPAA Training	65.00	
Total Education Manuals		

Each manual has been developed by clinical experts in home health care and includes objectives, content with case studies, post-test with key, references or other supporting documents and a certificate. Manuals are shipped in a binder and may be copied for use within the agency.

MINNESOTA HOME CARE MANUALS

Manuals	Price	√ To Order
Comprehensive Home Care Manuals		
Policy Manual	280.00*	
Forms Manual	280.00*	
Medication Management Program	320.00*	
Save Money: Purchase all 3 Comprehensive Manuals for \$800.00*		
Assisted Living Manuals (includes Emergency Preparedness)		
Policy Manual	350.00*	
Forms Manual	340.00*	
Medication Management Manual	320.00*	
Save Money: Purchase all 3 Assisted Living Manuals for \$900.00*		
Additional Optional Forms for Assisted Living Settings <ul style="list-style-type: none"> • Rental Agreement • Resident Handbook 	50.00	
Basic License Home Care Manuals		
Policy Manual	260.00*	
Forms Manual	270.00*	
PCA Manuals		
Policy Manual	280.00*	
Forms Manual	280.00*	
Emergency Preparedness/Assisted Living (included in manuals above)	100.00	
Emergency Preparedness Medicare Certified Agency	150.00	
Per Form or Policy	25.00	
Procedures Manual	150.00	
Orientation Manual: Includes <ul style="list-style-type: none"> • Dementia Education Manual • Infection Control Education Manual • Power Point 	400.00	
Competency Manuals		
Competency Evaluation Program: Skills	325.00	
Competency Evaluation Program: Medications (included with Medication Management Program)	250.00	
Competency Evaluation: Health Professional	100.00	
Discount for purchasing all 3 Competency Manuals = \$550.00		
Emergency Preparedness: Medicare	150.00	
Annual Maintenance Fee (Optional: this adds you to list to receive annual email updates to manuals)	\$120/year	
Total Home Care Manuals		

*Manuals are individualized to your agency. A list of questions will be emailed to you to assure that your agency-specific information is inserted into the manuals, such as name, address, phone numbers, service area, administrator, etc. A down payment of 25% of the total is due with purchase.

SUBTOTAL(from above) _____

SALES TAX (7.875%)* _____

*If applicable, tax exempt # _____ **TOTAL AMOUNT DUE** _____

To order: Call 651-703-4704, Email completed order form to homecareconsultants651@gmail.com, Fax form to 651-458-1041, or Mail to Home Care Consultants, LLC, 2101 Randolph Avenue, St. Paul, MN 55105